

Iowa Department of Natural Resources Natural Resource Commission

ITEM

7

DECISION

TOPIC

Multi-discipline Master Design Consulting Services

The Engineering Bureau of the Department of Natural Resources issued a Request for Qualifications (RFQ) soliciting qualified professional consulting firms to be available on an as needed basis and to be contracted on an indefinite services basis for a 3 year period as follows:

RFQ

The Department of Natural Resources (DNR), Engineering Bureau seeks to pre-qualify multiple firms to provide on-going consulting services for the following five (5) design and consulting categories:

1. Architectural and Engineering Consultation (AE)
2. Civil and Structural Consultation (CS)
3. Environmental and Sanitary Engineering Consultation (ES)
4. Mechanical, Electrical, & Plumbing Consultation (MEP)
5. Geotechnical Engineering Consultation (GE)

The resulting outcome of this RFQ will be 5 separate Master Agreements for the design categories listed above for facilities located throughout the State of Iowa under a designated term contract and on an as-needed basis for which the DNR Engineering Bureau provides oversight responsibility. The base contract resulting from the RFQ will be with the DNR Engineering Bureau.

The selected firms shall provide these consulting services for a period of three (3) years on the basis of the initial designated term contract and individual project service agreements issued for specific proposed projects, with no guarantee as to the number or dollar value of project service agreements. The selected firms may be utilized to perform all Engineering Bureau design work or to supplement DNR in-house design resources. The initial designated term contract with each Consultant may be renewed or negotiated for three (3) additional periods of twelve (12) months each, at the discretion of the DNR Engineering Bureau.

The response from the design professional field was very high and the DNR received proposals from 51 firms across the five categories with many firms asking to be pre-qualified for more than one category. The NRC approved 5 firms at the January, 2010 meeting for category one, Architectural and Engineering Consultation. 29 proposals were received for that category. We are bringing the other four categories for approval this month, March 2010.

The proposals are being reviewed by a team of four DNR staff including Don Labate, PE, and Mike Hameed, PE, from the Engineering Bureau, Angela Corio, with the Parks Bureau and George Antoniou, with the Fisheries Bureau. The scoring of the proposals is based on the following criteria:

Criteria for Proposal Evaluation	Weight
3.3.1 Project Team – qualifications and experience of key personnel in providing services of type required by the design category	40%
3.3.2 Experience in Relevant Services that were performed in the past to other entities.	40%
3.3.3 Implementation Plan and Management Techniques and Tools used for keeping project on schedule	10%
3.3.4 Fulfillment of all RFQ Requirements – proposal response to fully address all requested information	10%

There were 29 proposals for category two, Civil and Structural Consultation, 26 proposals for Environmental and Sanitary Engineering Consultation, 15 proposals for Mechanical, Electrical, & Plumbing Consultation, and 10 proposals for Geotechnical Engineering Consultation. The proposals are currently being evaluated by the team and the selected firms will be presented to the NRC for approval at the meeting. It is our feeling that a minimum of three firms will be selected from each of these categories, with the selections made anticipating a variety of project needs and scale of the work.

The selected and approved firms will be contracted, as noted above, on a general basis with specific projects negotiated at the time of need of the services. The firms have submitted an hourly rate schedule which will be the basis of compensation for the duration of the contracts. Individual work orders for amounts over \$25,000 will be brought before the commission for approval under the umbrella base contract created by this RFQ and selection approval. This RFQ and contract model is currently being used by the Department of Administrative Services, DOT and other agencies in State and Federal government, as allowed by the Iowa Administrative Code Chapter 11-105.8(7) and 11-105.9.

Staff is reviewing the proposals and will bring recommendations of the selected firms to be contracted to the commission meeting.

Don Labate, PE
Bureau Chief of Engineering
Management Services Division
March 11, 2010